

STATE OF ARIZONA

Department of Revenue



Janet Napolitano
Governor

Gale Garriott
Director

December 17, 2008

To Arizona Taxpayers
Attn: Tax Department/Treasury:

What Is Changing?

As of February 1, 2009, we will no longer offer the "pay by telephone" option for our business taxpayers. Specifically, this is the 1-800-240-0226 phone number that business taxpayers call to authorize an electronic payment from their bank account to Arizona Department Of Revenue.

Use our website to electronically pay and file tax returns. In order to pay and file your tax returns on-line, follow steps one and two below.

What You Need To Do

1. Register to use the AZTaxes.gov web site www.AZTaxes.gov. From the home page under the category "Business Registration", select "AzTaxes.gov Registration".

Click the "I choose to register for AZTaxes.gov" box. Proceed to enter all required business and authorized user information. When finished click the "Submit" button.

Once this registration has been submitted you will receive a confirmation number on the Application Confirmation Page. Print this Page to save the confirmation number. Also, in the "Action Required" area of the Confirmation Page, in Step 1 click on the link to print the Site Registration Signature Card. Fax the Signature Card to ADOR EFT Unit at (602) 771-9913. Once received it will take up to 5 days to process. We will e-mail a User ID and Password (first time user will be prompted to change their password).

2. The second step is to register for the ACH Debit option. Log on to www.AZTaxes.gov. The first page is the "Business List". Click on the business account name you want to register to use the ACH Debit option.

Scroll over "Business Registration" on the menu to the left of the page. Then click on "ACH Debit".

Select the debit source and enter the required information for that section. Select license or account number you wish to register then proceed to enter bank account information. **Note: Be sure to use the information from a check and not a deposit slip.**

For Answers To Your Questions

Contact us Monday through Friday between 8:00 a.m. and 5:00 p.m. MST at (602) 255-2060 or toll free at 1-800-843-7196.

Sincerely,

Arizona Department of Revenue